



**DRAFT**  
**Housing Plan Implementation Committee**

Date: August 5, 2021  
Time: 7:30 PM to 8:00 PM  
Location: Conducted via remote participation

**Attendees**

Committee: Ben Bradlow, Len Diggins, Jonathan Nyberg, Patricia Worden

Staff: Jennifer Raitt, Erin Moriarty, Kelly Lynema

Guests: Aram Hollman, Rebecca Gruber, Jo Anne Preston, Don Seltzer

**Minutes**

1. Housing Plan
  - a. Update on Community Engagement
    - i. Meeting in a Box

Erin ran through the general setup of the meeting in a box which is meant to facilitate small group discussion about housing in Arlington. She encouraged the committee to host their own meetings and to reach out to her with questions or for assistance.
    - ii. Farmer's Market

Staff has attended the past 3 farmers markets in Arlington to engage with area residents in an informal setting. Have been advertising the Meeting in a Box, September 14<sup>th</sup> forum, and the survey for the Open Space and Recreation Plan as well as answering questions on a wide range of Town-related topics.
    - iii. 2<sup>nd</sup> Community Forum – September 14<sup>th</sup>

Similar to previous community forum held in June, this will be a virtual meeting held via Zoom 6:30-8pm. The meeting will include a presentation from the Housing Plan consultants on the Needs Assessment and a community engagement activity.
  - b. Next steps
    - i. The Needs Assessment is expected from Barrett Planning Group and Horsley Witten ahead of next month's committee meeting for the group to review and bring questions/comments.

## 2. Announcements/Reminders

### a. Update on Affordable Housing Trust Fund Board

Jenny and Erin have been hosting interviews for this board of trustees following receipt of 11 applications and will have a recommendation for the 6 open positions to the Select Board for their September meeting.

One of the six appointees shall be a tenant living in a subsidized housing unit or a resident who receives state- or federally-sponsored rental subsidies, demonstrates a knowledge of tenant issues, and earns a low- or moderate income. Two of the appointees shall be representatives of local housing organizations such as a housing authority or housing corporation dedicated to the creation and maintenance of affordable housing.

The remaining seats will include legal and fiduciary representatives. It is anticipated that the first Trust Board meeting could take place by October of this year. Their first task will be creating organizational documents and the Action Plan, which will align with the Housing Plan process.

## 3. Minutes from May 6 and July 1

- a. Patricia moves to approve the minutes from the May 6 HPIC meeting, Ben seconds. (3-0-0) Minutes are approved.
- b. Patricia moves to approve the minutes from July 1 HPIC meeting, Jonathan seconds. Due to attendance limitations at the July 1 meeting and this the August 5 meeting, minutes from July 1 will need to be reviewed and approved at the next meeting, September 2<sup>nd</sup>, pending increased attendance.
- c. Ben requested clarification on the group's quorum given that two committee members have recently resigned from the HPIC. Jenny clarified with four members the new quorum would be three.

## 4. Discussion/Open Forum

- a. Further discussion of the Meeting in a Box and clarification that while staff is here to support committee members in hosting a meeting, the preferred format is for committee members to host their own small group discussion.
- b. Meeting guest Aram Hollman expressed concern over the timeline of the Housing Plan, annual progress of the HPIC, and asked if an evaluation of how the Town has met the goals of the previous Housing Production Plan (HPP) was available. Jenny and Erin clarified that in the past year, the HPIC has established the Affordable Housing Trust Fund Board currently in the interview process, drafted the Real Estate Transfer fee, and begun the Housing Plan update to the 2016 HPP. Previous updates on the progress of the HPP goals have been supplied by DPCD staff to the Arlington Redevelopment Board. Additionally, the current Housing Plan will include an evaluation of the 2016 HPP recommendations, a catalogue of progress on strategy implementation, and new recommendations moving forward.

Jenny provided a brief update on housing production. Two affordable housing projects from the HCA will be open soon at Downing Square and Broadway, having started the process in 2016. A small collection of affordable units have also come as a product of the Inclusionary Zoning Bylaw and other building permits on Mass Ave but together these will not achieve the level of housing production as the stated goal from the 2016 HPP. Some policy and regulatory barriers to housing production still exist in Arlington and will need to be addressed moving forward.

- c. Jonathan added that it is not uncommon in Arlington for projects that may otherwise take 3 years to complete, to take 5 years instead due to a high degree of public opinion and a low degree of public support. This can sometimes lead to some frustrations but, as Jenny reiterated, this planning process and the meeting in a box are the avenue for sharing these concerns.

5. Motion to adjourn by Patricia, second by Jonathan. Meeting adjourned 8:00PM.

Upcoming Meetings: September 2, October 7, November 4, December 2